# PDI Competitions File Creation using Photoshop Elements 2018.
## (V1  September 2018)

As a starting point, it's assumed that you have prepared your image and that it is of a typically large size, greater than 1600pixels wide by 1200 pixels high.
Size measurements are all in pixels.

*Note that there are alternative ways of achieving most of the following steps, so if you have one that works for you, that you are confident in, and which achieves the required result, by all means stay with it!*

## 1.  Resize image (large → small)

Images must be no greater than 1600 pixels wide by 1200 pixels high in order to be correctly displayed.  This means that square images can be no more than 1200x1200 pixels.

To resize:

Image → Resize → Image Size …

Ensure: 'Resample Image' is ticked

Select: 'Bicubic Sharper (best for reduction)' from the drop-down

Ensure the Constrain Proportions is ticked

Set: width <= 1600px and ensure Height <= 1200px, and if not, set Height <= 1200

Click: OK

<= means 'Less than or equal to'

## 2.  Check Colour Depth & Mode

Check for RGB mode which is required for correct colour rendering, and that the image has 8 bits/channel, which is needed to save the image as a JPEG

Check: Image → Mode → RGB Color is ticked – if not, click it

Check: Image → Mode → 8 Bits/Channel is greyed out – if not, click it

## 3.  Check the Colour Space

It is vital, if the colours in your image are to be rendered as expected by the competition software, that the colour space be set to sRGB. Check or change this as follows:

Check: Edit → Color Settings → Optimise for Computer Screens (= sRGB)

## 4.  Apply output sharpening (optional)

Because the resizing software attempts to preserve overall detail by using information from every pixel, sharp transitions can become blurred and slightly indistinct. If necessary we can try to visually restore these transitions by applying a small amount of sharpening to the resized image.

View → 100% (To view actual pixels)

Enhance → Adjust Sharpness

[In both cases, typically use: Radius= 0.5~1.0; Amount= 40~100%; Remove: Gaussian Blur]

## 5. Save the output file

All files for internal PDI competitions MUST be saved in the JPEG format with a .jpg extension and should be saved at the maximum quality. The competition software REQUIRES the file to be named in a very specific way:

### TITLE IN CAPS by Your Name.jpg

- o   The **TITLE** must be in capitals;
- o   The '**by**' must be in lower case with a space either side;
- o   **Your Name** may be in mixed case

For example:

STRANGE TREE by Vic Attfield.jpg  or

ANOTHER STUNNING LANDSCAPE by Roger Longdin.jpg

Don't Punctuate.


To save the file:

File  Save As . . . → Save as type →Select JPEG from the dropdown menu.

File name; Type a filename using the format described above.

Select a suitable destination (e.g. The Desktop) so as to be able to attach the image to an email.

Click on OK

The JPEG options dialogue will open up:

Matte: None

Select Baseline Standard

Set Quality to 12 maximum

Click on OK to save the image file.


## 6. Sending your Masterpiece

The preferred method of delivery is by email. You should attach your saved image files to the email directly – don't be tempted to use an email or image editing program feature to 'send images as email attachments' as they often re-size and re-name them without warning.
You should email your entry to:

pdientry@amershamphotosoc.com

In ALL cases, receipt of your images will be acknowledged, either as accepted, or rejected for you to rework.

If you do not get a receipt within a reasonable time, check for reject emails, check the spelling of our address and try re-sending the email.

If email is not possible, images can be delivered by hand on CD or memory stick. All the above rules on image preparation still apply.